

~~CONFIDENTIAL~~

ARMY SERVICE FORCES

~~CONFIDENTIAL~~

New York Port of Embarkation

Camp Kilmer

CKI

New Brunswick, New Jersey

10 August 1944

SUBJECT: INSTRUCTIONS FOR SHIPPING BAGGAGE AND FREIGHT (SECOND DIRECTIVE)

TO : All Task Force Commanders.

1. PURPOSE OF DIRECTIVE: To outline plans for shipping, via truck, baggage and freight items which will go into the hold of the vessel.

2. ITEMS TO BE SHIPPED:

BAGGAGE

FOOTLOCKERS - (Or Duffel bags taken in lieu thereof)

BEDDING ROLLS - Not to exceed 50 lbs.

A-3 BAGS - Flying Kit (Officers and EM) - not to exceed 55 lbs.

NAVIGATION KITS

BOMBARDIER KITS

FREIGHT

MINIMUM ESSENTIAL TAT - (As prescribed in Movement Orders, less items listed in paragraph 3 below)

MACHINE GUNS - 30 and 50 Cal.

PARACHUTES - crated and waterproofed (when authorized)

3. ITEMS NOT TO BE SHIPPED:

- a. Service Records, flashlights, ordnance cleaning and preserving material, Hand Tool kits weighing 25 lbs or less, chaplains equipment. (Ref. letter dated 10 August 1944, subject "Items for Special Handling")
- b. Officers Hand luggage and enlisted men's duffel bags, or B-4 bags of enlisted men on flying status.

4. TRUCKS:

a. Trucks for transporting FREIGHT items will report to the Orderly and Supply Rooms of your unit at 0530 (Hour) on 9 Sept 1944 (Date). They will be loaded and ready to depart not later than 0730 (Hour). Trucks for transporting BAGGAGE items will report to Building No. 201, at the SAME time. You will arrange to have loading details ready to load trucks on the above schedule. Loading details will be required at this end only. They are not needed at the pier and will NOT accompany the convoy; however, in order to prevent pilferage of items of BAGGAGE, an armed guard of one man will be posted on the rear of each truck containing BAGGAGE. These guards will be under the command of the Convoy Commander until returned to unit at this station. They will remain with the baggage until it is unloaded, after which they will assemble at the direction of the Convoy Commander for the return trip. They will not leave their truck nor the pier for any purpose unless so directed by the Convoy Commander.

b. If the number of trucks has been underestimated for your needs, or if they fail to arrive at the proper place and time, call Ext. 618. The truck drivers are trained in their own work and will not be instructed by task force personnel.

5. MARKINGS FOR BAGGAGE AND FREIGHT:

including 2" for first class
a. Markings for baggage and freight items will be proper and complete, in accordance with instructions handed you at the first meeting, except if officers take duffel bags in lieu of lockers, a two inch orange or yellow band around the circumference of the bag will be added. The officer's rank will also be added.

b. All crates, boxes, and other containers for freight items will be substantial enough to withstand the rigors of extreme wear and tear in handling, loading, and shipping, and will be marked in accordance with diagram handed you at the first meeting. A waterproof envelope containing a copy of the packing list will be attached to each freight item in such a manner that it cannot become separated enroute.

- 1. -

C O N F I D E N T I A L

c. All items of freight to be shipped to Port will have a shipping tag securely fastened thereto, showing clearly and legibly "NY 319". (Ship No.)

d. In addition, all baggage of Army Officers, Warrant Officers, Army Nurses and WAC Officers authorized for "hold stowage" will be tagged with cards available from your Area Chief, showing the task force shipment number, NY number, name, rank, serial number, and type of baggage. One tag will be affixed to each item of such "hold baggage". (Authorized "hold baggage" consists of Bedding Roll and Footlocker (or duffel bags taken in lieu of footlockers). Officers on flying status and also authorized an A-3 bag as "hold baggage".)

e. Officers "hold baggage" which is not properly tagged will not be accepted at the Port.

6. TALLY-OUT FORMS:

a. Tally-out forms, in sextuplicate, printed in pencil or typed, will be required for each truck at time of loading, giving the following information: Warehouse - (your orderly room Bldg. No.); Consignee - (your task force number); Destination - ("NY" number); routing - (truck number); Station, (Camp Kilmer); and the date. The Tally-out covering BAGGAGE items as listed in par. 2 will give only the quantity of each; The FREIGHT Tally-out covering FREIGHT items as listed in par. 2 will include all information required on the Tally-out form (box no. of each box; brief description of contents; weight and cube). Description of contents of each package will be confined to no more than one or two words. Five copies of the completed Tally-outs one copy of which will be returned for your files prior to your departure from this station, will be given to the truck driver as soon as the truck is loaded. The sixth copy will be sent to the Processing and Inspection Branch office, Bldg. #1305 within three hours of the time the last truck is loaded. Commanding Officers of all units will be responsible that nothing is listed on a Tally-out that is not actually on the corresponding truck, or vice versa.


b. Commanding Officers of all units will be responsible that no inflammable or combustible items (except as noted in "c" below) are packed in this shipment and each commanding officer will certify to that effect on each Tally-out.

c. If any #2 medical chests are included in this shipment, they will be listed on a separate tally-out, which will not be certified as to inflammables.

7. SUPPLIES - Tally-out forms, shipping tags, tags for officers "hold baggage", waterproof envelopes, paint, etc., are available from your area supply room.

8. ALL INSTRUCTIONS CONTAINED HEREIN APPLY TO ALL PERSONNEL - MALE OR FEMALE. Commanding Officers of all units concerned will be responsible for carrying out the above and any additional instructions related thereto.

By order of Colonel RUTLEDGE:


J. G. PETERS,
Lt. Col. T. C.,
Chief, Operations Div.

R E S T R I C T E D
ARMY SERVICE FORCES
 New York Port of Embarkation
 Camp Kilmer
 New Brunswick, New Jersey

CKI

9 September 1944

DEPARTURE SCHEDULE
 NUMBER 216

TO: ALL CONCERNED.

The following schedule for 10 September 1944 will be complied with by all concerned:

TRAIN NO. 2, TRACK NO. 10

Train Commander - Lt Col Lyle D. Wise, 4208-A

Special Mealtime - Breakfast - <u>0530</u>	Troops form in Area - 0635
Box Lunches - None	Troops Depart Area - 0705
Baggage Trucks Arrive Area - 0615	Troops Arrive Railhead - 0725
Trucks Depart promptly when loaded.	

Trash trucks arrive area - 0445-0545. Units to furnish loading details.

CAR	UNIT	AREA	OFF	WO	N	EM	NOS. FOR ENTRAINING PURPOSES ONLY
A	4208-A, Lt Col Wise & Staff	10	6	-	-	14	1 to 20
<u>MESS AND P&S DETAIL</u>							
B ₁ "	**1690-N, Hq & Hq Co	2	11	2	-	36	1 to 36
C	" "	"	2	-	-	46	103 to 148
"	" Co C	"	2	-	-	18	1 to 18
D	" "	"	1	-	-	66	19 to 84
E	" "	"	1	-	-	66	85 to 150
F	" "	"	1	-	-	38	151 to 188
<u>GUARD DETAIL</u>							
"	1690-N, Co B	"	2	-	-	26	1 to 26
G	" "	"	1	-	-	66	27 to 92
H	" "	"	1	-	-	66	93 to 158
I	" "	"	1	-	-	30	159 to 188
<u>GUN DETAIL</u>							
"	1690-N, Co A	"	2	-	-	34	1 to 34
J	" "	"	1	-	-	66	35 to 100
K	" "	"	1	-	-	66	101 to 166
L	" "	"	1	-	-	22	167 to 188
<u>MEDICAL DETAIL</u>							
"	" Med Det	"	1	-	-	15	1 to 16

237 to 102

LOADING OFFICERS

"	1514-A	2	12	-	-	-	-	-	-
"	B	"	12	-	-	-	-	-	-
"	1899-B	"	1	-	-	-	-	-	-
"	C	"	1	-	-	-	-	-	-
"	E	"	1	-	-	-	-	-	-
M	G	6	1	-	-	-	-	-	-
"	H	"	1	-	-	-	-	-	-
"	K	"	1	-	-	-	-	-	-
"	L	2	1	-	-	-	-	-	-
"	M	"	1	-	-	-	-	-	-
"	4208-A	10	8	-	-	-	-	-	-
"	6651-T	2	2	-	-	-	-	-	-
"	1690-M	"	4	-	-	-	-	-	-
"	2482-LL	1	5	-	-	-	-	-	-

(**Unit includes 24 Cooks, 6 butchers and 6 bakers.)

R E S T R I C T E D

(OVER)

R E S T R I C T E D

DEPARTURE SCHEDULE NO 216, TRAIN No 2, (CONT'D)

CAR	UNIT	AREA	OFF	WO	N	EM	NOS. FOR ENTRAINING PURPOSES ONLY
M	0655-B, Capts Brown, Monson & Assts	2	3	-	-	22	1 to 25
	<u>LOADING OFFICERS</u>						
"	0655-B	"	15	-	-	-	1 to 15
"	GT-113(a), Inf Co A	1	2	-	-	-	- - -
"	" Inf Co B, 1st & 2nd Plats	"	1	-	-	-	- - -
"	" Misc Co A	"	1	-	-	-	- - -

By order of Colonel RUTLEDGE:



J. G. PETERS
Lt Col, T. C.
Chief, Operations Div.

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R E S T R I C T E D

R E S T R I C T E D
ARMY SERVICE FORCES
 New York Port of Embarkation
 Camp Kilmer
 New Brunswick, New Jersey

CKI

9 September 1944

DEPARTURE SCHEDULE
 NUMBER 217

TO: ALL CONCERNED

The following schedule for 11 September 1944 will be complied with by all concerned:

TRAIN NO. 4 TRACK NO. 12

Train Commander - Capt. Alonzo J. Golden 1690-M Co B


Special Mealtime - None	Troops form in Area - 1600
Box Lunches - One	Troops Depart Area - 1630
Baggage Trucks Arrive Area - 1540	Troops Arrive Railhead - 1650
Trucks Depart promptly when loaded	

Trash trucks arrive Area Between 1240 and 1440. Units to furnish loading detail.

CAR	UNIT	AREA	OFF	WO	N	EM	NOS. FOR ENTRAINMENT PURPOSES ONLY
A	1514-A NURSES	11	-	-	64	-	1 to 64
B	"	"	-	-	28	-	65 to 92
"	1690-M, Co B	2	1	-	34	-	1 to 34
C	" "	"	1	-	-	64	35 to 98
D	" "	"	1	-	-	26	99 to 124
"	" Recon Co.	"	2	-	-	36	1 to 36
E	" "	"	1	-	-	64	37 to 100
F	" "	"	1	-	-	15	101 to 115
"	1514-A Less Nurses	"	28	1	-	-	1 to 29
"	" "	"	1	-	-	20	1 to 20
G	" "	"	2	-	-	62	21 to 82
H	" "	"	2	-	-	62	83 to 144
I	" "	"	2	-	-	62	145 to 206
J	" "	"	2	-	-	62	207 to 268
K	" "	"	2	-	-	62	269 to 330
L	" "	"	2	-	-	62	331 to 392
M	" "	"	2	-	-	55	393 to 447

124
115
447
861

By order of Colonel RUTLEDGE:

49
 141
 690

 J. G. PETERS
 Lt. Col., TC
 Chief, Operations Div.

R E S T R I C T E D

Capt Golden
A-48

HEADQUARTERS
H. M. T. SCYTHIA
OFFICE OF THE TRANSPORT OFFICER

14 September 1944

TRAINING MEMORANDUM 2)

SUBJECT: Physical Conditioning

TO : Commanding Officers
All Units (Attention S-3)

1. The following schedule is announced, effective 15 September 1944, providing for a fifteen (15) minute period of supervised calisthenics daily (except Sunday) for all units:

<u>UNIT</u>	<u>TIME</u>	<u>PLACE</u>
1514 A	1100-1200	A Deck Port
1514 B	1130-1230	A Deck Starboard
1690 M	1330-1430	B Deck Forward Port & Starboard
1690 N	1100-1200	Well Deck Port & Starboard
1899 B	1315-1330	A Deck Aft Port
1899 C	1345-1440	A Deck Aft Starboard
1899 D	0600-0645	B Deck Forward Port & Starboard
1899 E	1100-1115	A Deck Aft Port
1899 F	0600-0645	B Deck Forward Port & Starboard
1899 G	0600-0645	B Deck Forward Port & Starboard
1899 H	0600-0645	B Deck Forward Port & Starboard
1899 J	0600-0645	B Deck Forward Port & Starboard
1899 K	0600-0645	B Deck Forward Port & Starboard
1899 L	1130-1145	A Deck Aft Port
1899 M	1145-1200	A Deck Aft Starboard
2842 LL	1215-1230	Well Deck Starboard
4208 A	1100-1300	B Deck Forward Port & Starboard
4516 A	1200-1300	A Deck Aft Port & Starboard
4516 D	1230-1300	A Deck Port
4516 E	0715-0730	A Deck Port & Starboard
4516 F	1100-1130	B Deck Aft
4516 G	1300-1330	A Deck Starboard
4516 H	1330-1400	A Deck Port
4516 Jj	0700-0715	F Deck
4516 N	1430-1500	A Deck Port & Starboard
6651 T	1515-1530	A Deck Port

2. The following type exercises are suggested: Running in place, push-ups, burpees, knee bends, sit-ups, "in place" exercises involving trunk, arms, legs, neck, and shoulders.

3. The above schedule will be changed verbally to meet exigencies of time and space.

For the Senior Unit Commander:

D. S. Prescott
DANA S. PRESCOTT
Captain, Sig C
S-3

H E A D Q U A R T E R S
H . M . T . S C Y T H I A
O F F I C E O F T H E T R A N S P O R T C O M M A N D E R

HEP/mt

15 September 1944

DAILY BULLETIN)
:
NUMBER 3)

1. UNIT AND COMPARTMENT COMMANDERS:

A. Men are still throwing trash into latrine bowls. This not only clogs the bowls but, can cause serious damage to the plumbing over the entire ship.

B. Compartment Commanders will be held strictly responsible in enforcing sanitary regulations in regards to their assigned compartment latrines.

C. Chaplains will be available for personal consultation in the Warrant Officers Lounge from 0900 to blackout.

2. FINANCE OFFICER:

A. Lt Max Rector, is the Finance Officer for this Transport. Any unit requiring partial pay will send request through the Orderly Room. No provisions can be made for cashing Money Orders or Travelers Checks.

3. EMERGENCY SIGNAL STATIONS:

All men on assigned details such as Mess Hall cleaning details etc, will remain on their duties, while practice Emergency Signal Stations are in progress.

4. CANTEEN PURCHASES:

Hereafter, to comply with Ship Regulations only one representative per 100 men will be permitted to make purchases at the dry canteen each day. Appropriate forms must be obtained at the ships orderly room each day by each compartment commander or his representative at 0900 and will be signed by the commander and delivered to the NCO making the purchases for the compartment. Necessary men to carry supplies may accompany the NCO.

5. JEWISH SERVICES:

Jewish Services will be held this evening, 15 Sept 1944 in the Warrant Officers Lounge, Promenade Deck at 1800.

6. SPECIAL SERVICE:

A. Cigarettes will be distributed to Enlisted Men in accordance with the following schedule:

Schedule: 15 September 1944

1300	- P 1	1340	- B 2	1425	- E 1
1305	- P 3	1345	- B 3	1430	- E 2
1310	- P 4	1350	- B 4	1435	- E 3
1315	- C 1	1355	- D 1	1440	- E 4
1320	- C 2	1400	- D 2	1445	- E 5
1325	- C 3	1405	- D 3	1450	- E 6
1330	- C 5	1410	- D 4	1455	- E 7
1335	- B 1	1415	- D 5	1500	- F 2
		1420	- D 6		

B. Each compartment commander will send an officer and a detail of four (4) enlisted men, equipped with a blanket to the hold below E-4, at time shown in schedule above.

C. One carton of cigarettes will be furnished for each enlisted man in accordance with strength reports. Compartment commanders will distribute cigarettes on a roster basis.

7. LOST:

A. Bulova Watch lost in latrine on "C" Deck by Pfc Townsend 1899-D, compartment E-3. Finder please contact Pfc Townsend or Sgt Major in Orderly Room.

B. Pistol Belt with Canteen and first aid packet on "A" Deck. Finder please return to Orderly Room or contact T/Sgt Whiteman, Compartment D-6 of 1514-B, Serial # W-7249.

C. Razor, double edge, silver color, in vicinity of Officer's Latrine opposite B-26. Finder please return it to the Orderly Room.

8. Some officers are remaining in their quarters after 0900 in the morning thereby making it impossible for the ship's stewards to perform their duties of cleaning the staterooms. Unit commanders will see that this violation of ships regulations is corrected.

9. Unit and compartment commanders will see that garbage and refuse is brought to the garbage bin at least 30 minutes before blackout to expedite disposal.

By Order of Major ~~ARNOLD~~:

Thomas K. Scherman

THOMAS K. SCHERMAN *RS*

1st Lt, Sig C

Adjutant

RESTRICTED

HEADQUARTERS
H. M. T. SCYTHIA
OFFICE OF THE TRANSPORT COMMANDER

TKS/mt

15 September 1944

MEMORANDUM) MAIL CENSORSHIP
:)
TO) Unit and Compartment Commanders.

1. The following special censorship regulations in regard to mail written on board transport will be brought to the attention of all men.
 - a. Dates may be used in the letterhead but should not in any way tie up with the time of departure or the time of arrival. For example, a letter dated 15 September should not contain a remark that that is the third day at sea.
 - b. Disclosure of the size, capacity, speed, name or nationality of the vessel upon which we are sailing is strictly forbidden.
 - c. Disclosure of the number, designation, or type of troops on board is forbidden.
 - d. Disclosure of the size, route, naval or air protection of the convoy, is forbidden.
 - e. Guesses and surmises as to ultimate destination are as dangerous as actual knowledge when relayed to unauthorized persons.
2. Unit censors will censor the mail of enlisted men of their unit in accordance with current directives.
3. No stock of blue envelopes is available on board.
4. The transport commander is not a base censor and will not censor officers' or warrant officers' mail. Such mail, prepared in accordance with current directives, will be censored by base censors upon arrival.
5. Return addresses will continue to use the present APO number of the unit.

By Order of Major AAMOLD:

Thomas K. Scherman
THOMAS K. SCHERMAN R13
1st Lt, Sig C
Adjutant

RESTRICTED

*Capt Golden
a-48*

HEADQUARTERS
H. M. F. SOUTH A
OFFICE OF THE TRANSPORT COMMANDER

TKS/pw

19 September 1944

DAILY BULLETIN)
NUMBER 7)

1. UNIT AND COMPARTMENT COMMANDERS.

A. The Officer's Lounge will be closed at 2300 hours each night.

B. Your prompt attention and compliance with letter, this headquarters, dated 18 September 44, Subject: Entry in Service Records, is requested.

C. Several helmets that have been hung on upper bunks have fallen down due to rough weather seriously injuring the men sleeping in lower bunks. Compartment Commanders should caution their men to place their helmets on the floor or on the shelves so as to avoid this hazard.

2. FOUND

A. Sterling bracelet with the following name inscribed:
" Harold Roush, 35754652."

B. Sterling bracelet with the following name inscribed:
" Howard W. Maines, 32946676."

Owners of the above articles may obtain same by contacting Sgt Major at Ship's Orderly Room.

For the Transport Commander:

Thomas K. Scherman
THOMAS K. SCHERMAN RB
1st Lt, Sig C
Adjutant

Capt Golden
E-1
A-48

S.S. SCYTHIA

September, 1944

BOAT MUSTER STATIONS

No. of Men	Section	Via Staircase	Muster Station
33	C1	3	Fore and Midship House— A Deck
45 & 202	D1 E1	1	Fore and Stb side No. 1 Hatch— B Deck For'd
63	C2	3	After end Midship House Port side— A Deck
170	D2	2	Port and Stb sides Bridge Island— A Deck For'd
216	E2	2	Ships side abreast No. 2 Hatch— B Deck For'd
212	F2	2	Port & Stb sides close to No. 2 Hatch— B Dk For'd
136	C3	4	Stb side Troop Recreation Room— A Deck Aft
328	D3	4	Port and Stb sides No. 4 Hatch— A Deck amidships
380	E3	2	All After end B Deck Forward
189	E4	3	Port side Aft Midship House— A Deck
450	E4	3	Centre Port and Stb sides Midship House— A Deck
36	C5	4	With C3 Port side Troop Rec Room— A Deck Aft
156	D5	4	Abreast No. 6 Hatch— A Deck Aft
270	E5	4	Fore end Port and Stb sides— B Deck Aft
170	D6	5	Abreast Gunners House— A Deck Aft
234	E6	5	Port and Stb sides No. 7 Hatch — B Deck Aft
144	E7	5	Port and Stb sides After end— B Deck Aft
200	B1	3	Stb side After end Midship House— A Deck
136	B2	4	Ships rail abreast No. 6 Hatch— A Deck Aft Port
136	B3	4	Ships rail abreast No. 6 Hatch A Deck Aft Stb
78	B4	4	Port side Troop Recreation Room— A Deck Aft
82	B5	4	Port and Stb sides No. 5 Hatch — A Deck Aft
87	P1	Prom	Forward Stb end Prom Deck Aft
108	P2	Stairs	Forward Port end Prom Deck Aft
131	P3	„	Port Aft, Stb Aft and After end Prom Deck Aft
32	P4	„	Port and Stb sides Gym Island

SIGNALS FOR DRILLS AND STATIONS

ACTION STATIONS

FOUR (4) RINGS on alarm gongs and sirens.

Clear all open decks and take cover. Close all doors and ports.

EMERGENCY STATIONS

CONTINUOUS RINGING on alarm gongs and sirens.

Go to your Boat Stations and wait for orders. No action to be taken until you are told what to do by the Ship's Staff.

All Clear or finish of drill will be broadcast over the P.A.S.